



State of Nevada – Department Of Personnel

CLASS SPECIFICATION

<u>TITLE</u>	<u>GRADE</u>	<u>EEO-4</u>	<u>CODE</u>
AGRICULTURAL RESEARCH SUPERVISOR II	36	B	9.503
AGRICULTURAL RESEARCH SUPERVISOR I	34	B	9.505

SERIES CONCEPT

Under general supervision of a professional faculty member, incumbents in these classes are fully responsible for the supervision of an agricultural research facility and perform such functions as implementing and monitoring diverse research projects; managing facility operations and staff; and perform related duties as required.

Manage the overall operation of the research facility including the supervision and training of support staff and the implementation and monitoring of all related research activities. Farm/ranch operations are carried out with minimal direction from an administrative supervisor. Only problems of an unusual nature involving specific research experiments are discussed with the project leader.

Meet and confer with research project leader(s) to discuss the requirements of their individual projects at the facility to determine the specifications of the research activities in order to carry out the requirements for a successful study. Advise the project leader(s) as to the feasibility of their specifications and the utilization of the facility.

Monitor agricultural field experiments in animal science, agronomics, horticulture, pest control, and irrigation in accordance with specified protocol, including collecting and recording scientific data on field experiments. Incumbents report abnormalities and unusual circumstances to research project leader(s) and recommend alternative appropriate actions.

Supervise daily farm/ranch operations including seed bed preparation, planting, cultivating, irrigating, fertilizing, applying pesticides, harvesting, pruning trees and shrubs, maintaining buildings, fences, corrals, and roads to project a positive image of the facility. These assignments are carried out with limited supervision.

Perform directly and supervise others in operating and maintaining farm equipment and other specialized machinery and scientific equipment used for facility operations such as tractors, rototillers, plows, disks, harrows, cultivators, mowers, swathers, balers, combines, harvesters, neutron probes, meteorological measuring devices, electrical conductivity meters, infrared thermometers, water meters, and balances.

Perform all related administrative tasks necessary for the operation of the facility including purchasing materials and supplies; monitoring expenditures; preparing budget projections; providing line supervision to research aids, research technicians, students, temporary and seasonal help; and preparing reports on general farm/ranch operations.

Performs public relations activities such as serving as a resource to the community on farm/ranch practices and research programs, disseminating information and discussing farm and ranch management principles for the purpose of promoting a positive image of the University and the College of Agriculture.

CLASS CONCEPTS

AGRICULTURAL RESEARCH SUPERVISOR II

The incumbent in this class plans, organizes and directs the operations of the Main Station Field Laboratory (consisting of a 1,100 acre farm with alfalfa and grass hay; pasture; a feed lot; and livestock; and performs the range of duties described in the series concept.

Incumbents at this level in the series monitor a large number of diverse and complex field experiments to ensure activities are carried out in accordance with project specifications.

Incumbents oversee livestock operations which includes: ensuring animals are available for instructors or project leaders; ensuring animals are fed and watered as prescribed by the project; monitoring the health of livestock; administering treatment and vaccinations; preparing and implementing breeding schedules; assisting in calving; arranging transportation of livestock; purchasing grain and feed commodities; and maintaining livestock and inventory records.

This level is distinguished from Agricultural Research Supervisor I by the size of the facility, the size of livestock herd, and the variety and complexity of research projects which are conducted at the facility.

AGRICULTURAL RESEARCH SUPERVISOR I

The incumbent in this class plans, organizes, and directs the operations of the Newlands Field Laboratory (consisting of 150 acres of which approximately 119 acres are in production) and livestock; and performs the range of duties described in the series concept.

At this level in the series the incumbent is primarily responsible for overseeing crop production, and monitoring experiments in agronomics, pest control and irrigation. The incumbent may oversee experiments in animal science but that is not the major focus of this facility.

The incumbent works closely with the Cooperative Extension Service and develops proposals for demonstration projects that reflect community interest and needs.

MINIMUM QUALIFICATIONS

AGRICULTURAL RESEARCH SUPERVISOR II

EDUCATION AND EXPERIENCE:

I

Bachelor's degree from an accredited college or university with major work in animal science or a closely related agricultural field plus three years experience managing all aspects of a ranch and livestock operation; OR

II

An equivalent combination of education and experience that provided the applicant with the required entry level knowledge, skills and abilities.

MINIMUM QUALIFICATIONS (cont.)

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES: (These may be acquired on the job and/or needed to perform the work assigned.)

Working knowledge of state administrative regulations pertaining to purchasing and personnel. Working knowledge of experimental research techniques used for a wide variety of agricultural programs including animal science, animal slaughter, agronomy, horticulture, water management and related areas.

Ability to plan and coordinate complex and diverse research programs with faculty and project leaders and supervise personnel assigned to carry out the details of observing and recording pertinent data.

ENTRY LEVEL KNOWLEDGE, SKILLS AND ABILITIES: (Applicants will be screened for possession of these through written, oral, performance or other evaluation procedures.)

Thorough knowledge of modern ranching or farming including cultivating; planting; irrigating; harvesting; use of pesticides; feeding, breeding and care of livestock.

Ability to manage the irrigation system to ensure ditch users receive the correct amount of water. Ability to plan and direct the operation of a large research facility.

Skill in managing livestock operations to include feeding, health maintenance, breeding, and slaughter.

In addition, all knowledge, skills and abilities required at the lower level of this series.

AGRICULTURAL RESEARCH SUPERVISOR I

EDUCATION AND EXPERIENCE:

I

Bachelor's degree from an accredited college or university with major work in agronomy, irrigation, crop science, animal science or closely related agricultural field plus two years of experience managing all aspects of a farm operation; OR

II

An equivalent combination of education and experience that provided the applicant with the required entry level knowledge, skills and abilities.

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES: (These may be acquired on the job and/or needed to perform the work assigned.)

Thorough knowledge of the specific research projects being conducted at the facility. Working knowledge of agency policies and procedures pertaining to research and farm operations. Working knowledge of the principles and practices of management and supervision. Working knowledge of experimental research techniques utilized in the agricultural programs conducted at the research center such as agronomy, horticulture, irrigation, livestock, animal health and related areas.

MINIMUM QUALIFICATIONS (cont.)

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES: (cont.)

Ability to maintain records and reports pertaining to research and facility operations. Ability to establish work priorities and train, motivate, and supervise staff in research and farm/ranch operations. Ability to estimate requirements for materials and supplies and order accordingly.

ENTRY LEVEL KNOWLEDGE, SKILLS AND ABILITIES: (Applicants will be screened for possession of these through written, oral, performance or other evaluation procedures.)

Working knowledge of modern farming methods and procedures including cultivating, planting, irrigating, harvesting, proper use of pesticides, crops and feeding and care of livestock. General knowledge of research design and implementation.

Ability to establish and maintain effective working relationships with agency staff, extension service personnel, and the local agricultural community. Ability to coordinate and communicate effectively with faculty and research project leaders regarding research and demonstration projects and facility operations. Ability to perform heavy manual labor. Ability to work independently with minimal direction. Ability to formulate and administer an operating budget.

Skill in operating and maintaining farm equipment and machinery. Skill in repairing and maintaining fences, structures and equipment. Skill in handling and caring for livestock.

This class specification is used for classification, recruitment and examination purposes. It is not to be considered a substitute for work performance standards for positions assigned to this class.

ESTABLISHED:	<u>9.503</u> 12/7/84	<u>9.505</u> 12/7/84
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